



**Village of Commercial Point
Council Meeting Minutes
August 2, 2021**

Mayor Goldhardt called the meeting to order at 7:00 pm. Administrative Assistant Baldwin took roll call with the following members present: Mr. Mitchem, Mr. Grassel, Ms. Wolfe, Ms. Geiger and Ms. Joiner. Mr. Thompson was not present.

A motion was made to approve the July 19th, 2021 Committee of the Whole Minutes by Ms. Wolfe and seconded by Ms. Geiger. Ms. Joiner abstained. All remaining members present were in favor and the motion passed.

A motion was made to approve the July 19th, 2021 Regular Meeting Minutes by Ms. Wolfe and seconded by Ms. Geiger. Ms. Joiner abstained. All remaining members present were in favor and the motion passed.

Administrative Reports:

- A. Mayor's Report – Mayor Goldhardt provided an overview of all the meetings and projects he has been involved in since the last meeting. He advised Council that after reviewing the RFQ's, Sands Decker has been asked to provide a Scope of Services and a contract for the Waste Water Treatment Plant. Mayor Goldhardt also advised council of a problem with the casting of manhole #1 on Exchange Way. K-Nova discovered the problem and informed the Village. During a meeting with the Village, K-Nova suggested a possible solution on how to fix the problem, but the Village Engineers said this solution was unacceptable. Since the manhole belongs to Van Trust, not K-Nova, K-Nova was told not to do any work on the manhole until the Village and Van Trust reached an agreement on how to correct the problem. K-Nova ignored the Village and cored a hole into Van Trust's manhole without them having any knowledge about it. As a result of these issues, a letter was drafted and submitted to the K-Nova attorneys and advised them that they need to stop work on the manhole.
- B. Village Solicitor's Report – Solicitor Cartee informed Council that he is working on the pre-annexation agreement with Mr. Lane's attorneys. He discussed the Administrative Employee Guidelines and informed Council of two major changes, the village credit card policy and the new infectious disease policy. He also discussed the K-Nova development issue.
- C. Police Chief's Report – The Monthly activity will be presented at the next meeting.
- D. Village Administrator's Report – Administrator Crego advised Council that the contract has been awarded to repair the sidewalk between 5 E. Scioto Street and 1 E. Scioto Street. He informed Council that John Wilson was hired as a plant operator and will start on August 9th. He also noted that the new street signs have arrived and will be installed soon. Ms. Joiner asked about double utility poles within the Village. Administrator Crego said when the electric company places new poles, they only moved their electric lines. Mayor Goldhardt explained the process of how utility lines transferred from old poles to new ones. Mr. Grassel asked about a branch hanging on the lines at the new drive into Walker Point. Mayor Goldhardt said he has access to a bucket truck this week and will personally remove it.
- E. Village Engineer's Report – Susan discussed Ordinance 2021-27. She advised Council that all of her comments have been addressed but as of today the Performance Bond has not been submitted, so her recommendation is to not approve the Ordinance.
- F. Zoning Administrator's Report – Administrator Kuzelka reminded Council that the end of this month is the deadline for Century Completes occupancy permits. He said there are a few items that need addressed prior to them leaving, but he feels they will meet their deadline.
- G. Fiscal Officer's Report – She had nothing to report at this time.

Legislative Reports:

- A. Tracy Joiner – Ms. Joiner said she has been asked if the Village would allow the Teays Valley logo to be printed on our streets. She also said it was mentioned about painting the fire hydrants. Mayor Goldhardt said before any fire hydrants would be painted, the Village would need to discuss this with the Fire Chief



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and the Utility Superintendent. He said he does not have any issues with painting the village streets. Ms. Joiner asked Solicitor Cartee to look into what is needed for this project. She also discussed all of the grants available and asked if the village would be interested into hiring a Grant Writer. There were no objections into looking into it. Susan Derwacter advised Council that she has completed a few grants and has worked with grant writers and they normally require a lump sum payment.

- B. Laura Wolfe – She had nothing to report at this time.
- C. Ryan Mitchem – He had nothing to report at this time.
- D. Aaron Grassel – He had nothing to report at this time.
- E. Nancy Geiger - Ms. Geiger advised Council that in the next COW meeting, she will discuss updates from the Parks & Recreation Committee. She also discussed the possibility of a small Food Truck Festival.

Citizen Comments:

There were no citizen comments at this time.

Business Items

- A. Scott Witting - Mayor Goldhardt advised Council that he requested to be on the agenda but is not present. He then informed council of the utility disconnection process. Mr. Grassel asked if there were any special circumstances with this resident. Mayor Goldhardt said that he had requested to have his reconnection fee waived. Council discussed the process and agreed that the policy should remain in place as established.
- B. Administrative Employee Guidelines - Mayor Goldhardt had emailed the guidelines to council for review and comments. He said the only comments he received was from Administrator Crego. He had suggested that the Village institute an on-call payment for non-salaried employees. Ms. Joiner said she is not in favor of paying employees for being on-call. There was discussion between council regarding the on-call payment. Ms. Geiger asked about the wage payment policies on page 6. She said a former council member told her that a timesheet with just the total number of hours worked is considered completed. She thinks this needs to be changed. She also asked about a time clock that was purchased during the last administration. Fiscal Officer Hastings said that a time clock was purchased during the previous administration but it was never used because legislation and policies were never changed to implement it. She also said that Mayor Goldhardt had already made changes to the timesheets to include the time when employees clock in and clock out. Ms. Joiner said she feels that the hourly employees should punch a time clock. Fiscal Officer Hastings said she has one that can be used in this building and would need to purchase another one for the utility department. Mayor Goldhardt asked the Solicitor to look into the process for the time clock and if additional changes are needed in our guidelines to implement it. Ms. Joiner also noted that on page 6 regarding part-time employees, it states that they are not entitled to over-time until they work 40 hours or greater. She said part-time employees should not be working 40 hours or overtime. She asked for this to be removed. She also requested that on page 4 we change the language to say "serious or continuous problem" under final warning. Mayor Goldhardt asked for Council's decision on the on-call pay for non-salaried employees. The Council members agreed that non-salaried employees should not received additional monies for being on-call.

Legislation:

First Reading:

Resolution 26-2021 A RESOLUTION TO TRANSFER MONIES WITHIN THE GENERAL FUND FROM THE TRANSFERS OUT ACCOUNT 1000-910-910 AND TRANSFER SAID MONIES TO THE REPAIRS AND MAINTENANCE OF BUILDINGS ACCOUNT 1000-710-431.

Mayor Goldhardt did a first reading, title only.

A motion was made to adopt Resolution 26-2021 by Ms. Wolfe and seconded by Ms. Joiner.



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Roll call vote: Ms. Geiger - Yes, Mr. Grassel - Yes, Ms. Joiner - Yes, Mr. Mitchem - Yes and Ms. Wolfe - Yes. The motion passed.

Ordinance 2021-27 AN ORDINANCE ACCEPTING THE FINAL PLAT OF SCIOTO CROSSING SUBDIVISION SECTION 4.

Mayor Goldhardt did a first reading, title only.

Additional Items:

Solicitor Cartee asked if Council wanted him to draft legislation for the next meeting regarding the police department. Council agreed to hold off on legislation until they discuss it at the next C.O.W. meeting.

A motion was made to adjourn by Ms. Wolfe and seconded by Ms. Geiger. All members present were in favor, the motion passed and the meeting was adjourned.



Allan D. Goldhardt, Mayor



Wendy Hastings, Fiscal Officer